Instructions for Gifts of Stock, Bonds and Mutual Funds

To make a transfer of stock, bonds, or mutual funds please use the form below (see page two).

Additionally, please provide the Crocker with information on the stock:

- Name of donor
- Name of stock
- Number of shares
- When we can expect the transfer in our account
- What the gift will be applied to at the Crocker (Capital Campaign, Membership, etc.)

Please contact Chelsea Larson, Director of Development, at clarson@crockerart.org or (916) 808-8838 for additional assistance.

The stock will be valued according to the day it is transferred into our Charles Schwab account. The gift amount you will be acknowledged for is based on this value, which is determined by taking the average of the high and low on the day the securities are received.

Questions regarding the Charles Schwab account may be directed to:

**Tabitha Hogan**  
Client Service Associate  
Genovese Burford & Brothers  
1515 Response Road  
Sacramento, CA 95815

P: (916) 924-7527  
F: (916) 646-3287  
Tabitha@gbbwealth.com

The Crocker Art Museum Association is a tax-exempt, nonprofit organization as described in section 501(c)(3) of the IRS code. Our tax identification number is 94-2552486.
Date: ________________

To: ____________________________     From: _________________________
Address: ___________________________________________________________
City/State/ZIP ________________________________________________________
Attn: ________________________________

Re:   Account # _________________________________
Name of ______________________________________

Dear ________________________:

Please accept this letter as your authorization to electronically transfer (through DTC) the below listed securities from our account above as follows:

<table>
<thead>
<tr>
<th>#/shares</th>
<th>Name of Security</th>
</tr>
</thead>
<tbody>
<tr>
<td>_______</td>
<td>__________________________</td>
</tr>
<tr>
<td>_______</td>
<td>__________________________</td>
</tr>
<tr>
<td>_______</td>
<td>__________________________</td>
</tr>
</tbody>
</table>

To: Charles Schwab  
  DTC #: 0164  
  Account #: 3784-6566  
  Code #: 40  
  Account Name: Crocker Art Museum Association

Please execute this transfer as soon as possible.

Sincerely,

________________________________________________________________________

Please send a copy of this completed letter by mail or fax to:

**Tabitha Hogan**
Client Service Associate
Genovese Burford & Brothers

1515 Response Road
Sacramento, CA 95815

P: (916) 924-7527  
F: (916) 646-3287  
Tabitha@gbbwealth.com